



**CITY OF LODI
COUNCIL COMMUNICATION**

AGENDA TITLE: Adopt resolution authorizing the City Manager to execute a professional services agreement with Robert E. Lamb, Inc. of Valley Forge, PA for architectural/engineering services for the Operations Center and appropriate funds in an amount not to exceed \$24,000 by a transfer from the Distribution System Improvement business unit to the business unit (EUD)

MEETING DATE: November 3, 2004

SUBMITTED BY: Electric Utility Director

RECOMMENDED ACTION: That the City Council authorize the City Manager to execute a professional services agreement with Robert E. Lamb, Inc. of Valley Forge, PA for architectural/engineering services for the Operations Center and appropriate funds for the project from existing budgeted funds in an amount not to exceed \$24,000.

BACKGROUND INFORMATION: The Operations Center is staffed by the Utility Service Operators 16 hours per day, seven days a week. The Operator, during a shift, is confined to the operations area and spends most of the shift at the console monitoring and controlling the City's water, sewer, storm and electric systems, as well as operating computers, the SCADA system, telephones and radio equipment. In addition they prepare switching programs, service tickets and various reports and maintain system records either hand written or by typing. The Operator also dispatches Public Works and Electric Utility Departments' emergency response staff, controls and dispatches electric switching operations. Over the years additional equipment such as computer monitors, keyboards and radios have been added to the workstations resulting in a congested and non-ergonomic work environment.

The Department has received employee complaints of neck and back pain as a result of the layout of the workstations. Two employees are currently under doctor's care for this type of symptoms.

The City had an ergonomic evaluation performed, by an outside firm, of this work area in December 2003. The ergonomic evaluation report had a number of recommendations regarding improvements to the work environment. These recommendations ranged from minor adjustments and equipment purchases to a "bold redesign of the two operator console areas to allow a more ergonomic layout". A number of these recommendations have been implemented and the monitors have been readjusted as much as possible within the current physical constraints. However, the recommendations in the report for the map table and the complete modifications of the two workstations have not been implemented at this time.

The Department has been looking at other operations/dispatch facilities at police and sheriff departments as well as other utility agencies in order to determine the type of layout/design of the area to meet the

APPROVED:

Janet S. Keeter, Interim City Manager

Date: November 3, 2004

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needs. Four different companies were contacted. Three of these companies responded with a proposed layout. However, all three companies were manufacturers offering design services and as a result provided proposals utilizing their products. In addition, these companies only provided layouts for the console and map table but did not look at such items as lighting, air handling and potential modifications within the area to maximize the functionality and ergonomics. Proposals from this group would be somewhat biased and difficult to use by the City in the bid package for this project.

As a result of the above, the Department came to the conclusion that professional assistance and expertise would be needed to design a functional and ergonomic dispatch facility within the existing building constraints and prepare an unbiased specification for the bid package. Additionally, staff time and expertise in this area of design is not available.

Robert E. Lamb, Inc. (Lamb) is being recommended as the firm to perform the needed architectural/engineering services based on their experience in this type of work coupled with recommendations from their clients. Lamb has extensive experience in dispatch facilities and has done similar work for NCPA, Los Angeles Department of Water and Power, California Independent System Operator, Pacific Gas and Electric Co., Southern California Edison Co., Hawaiian Electric Co., Imperial Irrigation District, American Airline's M&O Control Center and the Cities of Redding and Glendale. The City's Risk Manager concurs with this proposal and recommends that corrections be made to the work environment as rapidly as possible to minimize the potential impact on employees.

Lamb's scope of work includes evaluation of the work environment, development of two or three layout options and preparation of equipment specifications and the associated bid package for the layout selected by the City. Lamb will also assist the City in evaluating the bids for the modifications.

It is estimated that the maximum cost for the modifications will be \$90,000, not including this action.

FUNDING: It is recommended that funding for the architectural/engineering services be provided by a transfer of funds (\$24,000) from the Distribution System Improvement business unit to the business unit for this project.

Funding Approval:

James Krueger, Finance Director



Alan N. Vallow
Electric Utility Director

PREPARED BY: Hans Hansen, Manager, Engineering and Operations

Attachment (photo)

cc: City Attorney
Risk Manager



RESOLUTION NO. 2004-236

A RESOLUTION OF THE LODI CITY COUNCIL AUTHORIZING
THE CITY MANAGER TO EXECUTE A PROFESSIONAL
SERVICES AGREEMENT WITH ROBERT E. LAMB, INC. FOR
ARCHITECTURAL/ENGINEERING SERVICES FOR THE
ELECTRIC UTILITY OPERATIONS CENTER, AND FURTHER
APPROPRIATING FUNDS FOR THE PROJECT

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NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby authorize the City Manager to execute a professional services agreement with Robert E. Lamb, Inc., for architectural/engineering services for the Electric Utility Operations Center on behalf of the City of Lodi; and

BE IT FURTHER RESOLVED that funds in the amount of \$24,000 be appropriated from the Distribution System Improvement Business Unit for this project.

Dated: November 3, 2004

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I hereby certify that Resolution No. 2004-236 was passed and adopted by the Lodi City Council in a regular meeting held November 3, 2004, by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, and
Mayor Hansen

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – Beckman

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON
City Clerk